

Associated Students Inc.



Governance Committee

Thu Feb 8, 2024 2:30 PM - 3:45 PM PST

1. Call to Order

Aida Aryan, Governance Committee Chair, called the meeting to order at 2:33 pm.

2. Roll Call

Members Present: Aryan, Furtado, Walkley, Ramirez-Rivera

Members Absent: Ayala

Liaisons Present: Amiri, Hesgard, Rubio

Liaisons Absent: None

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the start of Unfinished Business but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

3. Approval of Agenda

(Furtado-m/ Walkley-s) The agenda was approved by unanimous consent.

4. Approval of Minutes

a. 01/25/24 Governance Committee Minutes

(Ramirez-Rivera-m / Walkley-s) The January 25, 2024, Minutes were approved by unanimous consent.

5. Public Speakers

Members of the public may address Governance Committee members on any item appearing on this posted agenda or matters impacting students.

None

6. Reports

a. Chair

Aryan, Chair, mentioned tabling by the Kinesiology and Health Science building to promote scholarships, elections, and to connect with constituents. She plans to continue tabling throughout the semester and will provide updates on future dates.

Aryan also announced one-on-one meetings with the group members next week to discuss goals, resolutions, and offer support for finishing the semester strong.

Aryan concluded her report by mentioning a vacancy for the College of Education position in Student Government. Aryan expressed gratitude for the help in filling the vacancy and emphasized the importance of filling the remaining vacancy by early March for a full board moving forward.

b. Director, Student Government

Hesgard, Director of Student Government, mentioned the ongoing elections and the solicitation of candidates. The deadline for candidacy is Valentine's Day, February 14th, at 5:00 pm. She emphasized the importance of sharing this information widely and encouraged interested individuals to fill out the petition for candidacy form.

Hesgard reminded everyone to review the impartiality memo that was sent via email, providing guidance on how to conduct oneself as a candidate or student leader supporting candidates.

Hesgard informed about the upcoming ASI Executive Senate meeting on February 14th, which pertains to the previous Finance Committee. This meeting involves the 18 Executive Senate councils representing funded and funding areas for student clubs and organizations.

Hesgard mentioned the campus president search and the importance of student feedback in the process. She urged members to provide input on what they want to see in the next campus president within the next two weeks.

Hesgard highlighted the tabling outreach events scheduled every other Thursday, encouraging support for Aryan and participation in reaching out to students to promote ASI scholarships, ASI elections, and other relevant activities.

7. Unfinished Business

a. Action: Resolution Amending ASI Policy Concerning Interaction with Minors

The Committee will consider approving a resolution to amend the Policy Concerning Interaction with Minors.

GOV 007 23/24 (Furtado-m / Ramirez-Rivera -s) A motion was made and seconded to postpone the approval of the ASI Policy Concerning Interaction with Minors.

Aryan yielded the floor to Okoh, Director of HR, to review the updates to the policy concerning interaction with minors as discussed in the last Governance Committee meeting.

The updates are as follows:

- * Tickling: The word "excessive" was removed, emphasizing that tickling of any nature is not acceptable or allowed.
- * Sexually Oriented Conversations: A clarification was added that if a minor initiates sexually oriented conversations, it falls within the scope of mandated reporting, and employees must follow reporting rules.
- * Derogatory Remarks: The language was cleaned up to ensure consistency, stating that derogatory remarks about minors or their families are prohibited.
- * Restroom and Changing Room Guidelines: Guidelines were added for staff to ensure safety and privacy in restroom and changing room areas. This includes checking for suspicious individuals, providing audio supervision while children use the facilities, keeping doors open for younger children needing assistance, and following the rule of three when accompanying children.

Aryan opened the floor to questions and points of discussion.

Furtado expressed gratitude for the changes made.

GOV 007b 23/24 (Furtado-m/Ramirez-Rivera-s) Roll Call Vote: 4-0-0 The Resolution to approve the Policy Concerning Interaction with Minors was adopted.

8. New Business

a. None

9. Announcements/Member's Privilege


Aryan announced an event mentioned by the Dean of NSM at McCarthy Hall, room 121, regarding "Invisible Corps", a public health-related event. Rubio added that there will be a 30-minute film screening followed by a Q&A session.

10. Adjournment

Aryan, Chair, adjourned the meeting at 2:47 pm.


ASI Board Vice Chair (Feb 22, 2024 10:45 PST)

Aida Aryan, Chair



Erika Perret-Martinez, Recording Secretary

Roll Call 2023-2024

02/08/2024 GOVERNANCE Committee Roll Call

Attendance	Board Members			
		Present	Absent	
CHAIR/HHD	ARYAN	AIDA	1	
ECS	AYALA	JONATHAN		1
NSM	FURTADO	NIC	1	
HHD	RAMIREZ-RIVERA	ANDREA	1	
EDU	WALKLEY	BRIAN	1	
			Present	Absent
			4	1

Attendance	Liaisons			
			Present	Absent
DIR STU GOVT	HESGARD	REBECCA	1	
ASI CHAIR Designee	RUBIO	BRIAN	1	
ASI PRES. Designee	AMIRI	SAHAR	1	
			Present	Absent
			3	0

*Recording Secretary: Erika Perret-Martinez

Pres Designee: Amiri

Chair Designee: Rubio

QUORUM 4

Roll Call Votes	007b. Resolution to Approve the ASI Policy Concerning Interaction with Minors Postpone				
			Yes	No	Abstain
ECS	AYALA	JONATHAN			
NSM	FURTADO	NIC	1		
HHD	RAMIREZ-RIVERA	ANDREA	1		
EDU	WALKLEY	BRIAN	1		
CHAIR/HHD	ARYAN	AIDA	1		
			Yes	No	Abstain
			4	0	0

Majority 3











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Final Audit Report

2024-02-23

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CALIFORNIA STATE UNIVERSITY, FULLERTON™

A RESOLUTION TO AMEND ASI POLICY CONCERNING INTERACTION WITH MINORS

Sponsor: Aida Aryan

WHEREAS, The Associated Students, Incorporated (ASI) is a 501(c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

WHEREAS, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

WHEREAS, ASI corporate policy provides guidance for how ASI works to achieve the mission and goals of the organization; and

WHEREAS, ASI provides a number of programs and services that include interactions with minors. This includes, but is not limited to, the Children's Center, Titan Recreation summer camp, and Camp Titan; and

WHEREAS, a review of the policy identified the need to correct the legal name of the organization; and

WHEREAS, clarification and language was added to establish accountability and security for on-campus and off-campus services and programs for minors; and

WHEREAS, language was added to confirm compliance with mandatory reporter requirements, clarification regarding verbal communication with children, and restroom policy protocol; therefore let it be

RESOLVED, ASI approves the amendments to the Policy Concerning Interaction with Minors; and let it be finally

RESOLVED, that this resolution be distributed to the ASI Executive Director, Director of Human Resources, and applicable ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the twentieth day of February in the year two thousand and twenty-four.

Ashley Zazueta
Chair, Board of Directors

Gavin Ong
Secretary, Board of Directors

POLICY CONCERNING INTERACTION WITH MINORS

PURPOSE

Associated Students, ~~CSUF, Inc., California State University, Fullerton~~ provides a number of programs and services that include interactions with minors. This includes, but is not limited to, the Children’s Center, which provides on-campus child care services for ~~CSUF students, faculty and local community families, and faculty~~, Titan Recreation, which provides on-campus summer camp programs for the local community, and Camp Titan which provides off-campus summer youth camp programs. The purpose of his policy is to establish standards within programs, guide staff and volunteer conduct, and facilitate the identification of high-risk interactions and program characteristics.

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POLICY STATEMENT

It is the policy of the ~~Associated Students, CSUF, Inc.~~ Associated Students Inc., California State University, Fullerton (ASI) to establish accountability and security for on-campus and off-campus services and programs for minors. All operations will be conducted in accordance with these established guidelines. Training will be conducted by management personnel for all staff and volunteers during their introduction to the program. All staff, interns, and volunteers must act in accordance with all local, state, and federal laws while interacting with Associated Students Inc., California State University, Fullerton. ~~Associated Students, CSUF, Inc.~~

WHO SHOULD KNOW THIS POLICY

- Budget Area Administrators
- Management Personnel
- Supervisors
- Elected/Appointed Officers
- Program Advisors
- Volunteers
- Grant Recipients
- Staff

DEFINITIONS

For Purpose of this policy, the terms used are defined as follows:

Terms	Definitions
Staff	Personnel that includes professional staff, student employees, and temporary staff
Volunteers	Personnel that includes students, parents, and interns who volunteer their time
Appropriate	Suitable by standards set by Associated Students, Inc.
Inappropriate	Unsuitable by standards set by Associated Students, Inc.

STANDARDS

1. POLICY PROHIBITING THE ABUSE OR MISTREATMENT OF MINORS

Associated Students, Inc. will not tolerate the mistreatment or abuse of minors in any programs. Any mistreatment or abuse by an adult will result in disciplinary action, up to and including termination of employment or volunteer service.[LP1]

2. PHYSICAL INTERACTIONS BETWEEN ADULTS AND MINORS

ASI wishes to promote a positive, nurturing environment while protecting minors and adults. The organization encourages appropriate physical contact with minors and prohibits inappropriate displays of physical contact. Any inappropriate physical contact by adults toward minors involved in ASI programs will result in disciplinary action, up to and including termination of employment. The policies for appropriate and inappropriate physical interactions are:

Appropriate Physical Interactions	Inappropriate Physical Interactions
<ul style="list-style-type: none"> <input type="checkbox"/> Side hugs <input type="checkbox"/> Shoulder-to-shoulder or temple hugs[JF2] <input type="checkbox"/> Pats on the shoulder or back <input type="checkbox"/> Handshakes <input type="checkbox"/> High-fives and hand slapping <input type="checkbox"/> Verbal praise <input type="checkbox"/> Pats on the head when culturally appropriate <input type="checkbox"/> Touching hands, shoulders, and arms <input type="checkbox"/> Arms around shoulders <input type="checkbox"/> Holding hands (with young minors in escorting situations) 	<ul style="list-style-type: none"> <input type="checkbox"/> Full-frontal hugs <input type="checkbox"/> Kissing <input type="checkbox"/> Showing affection in unsupervised isolated area <input type="checkbox"/> Lap sitting (except when reading or comforting injured child) <input type="checkbox"/> Wrestling <input type="checkbox"/> Piggyback rides <input type="checkbox"/> Excessive tickling <input type="checkbox"/> Any type of massage given by or to a child <input type="checkbox"/> Any form of affection that is unwanted by the child[LP3] or the

	<p><u>adults, including</u></p> <p><u>those listed in</u></p> <p><u>Appropriate</u></p> <p><u>Physical</u></p> <p><u>Interactions</u><u>Interactio</u></p> <p><u>ns</u></p>
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	<input type="checkbox"/> Sexual compliments relating to physique or body development <input type="checkbox"/> Fondling of bottom, chest, or genitals
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3. VERBAL INTERACTIONS BETWEEN ADULTS AND MINORS

Adults are prohibited from speaking to minors in a way that is, or could be construed by any observer, as harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.

Adults must not initiate sexually-oriented conversations with minors. Adults are not permitted to discuss their own sexual activities with minors. If a minor discloses information that falls within the scope of mandated reporting including sexually-oriented conversation initiated by the minor, the employee must follow the rules of reporting.

Organizational policies for appropriate and inappropriate verbal interactions are:

Appropriate Verbal Interactions	Inappropriate Verbal Interactions
<input type="checkbox"/> Positive reinforcement <input type="checkbox"/> Appropriate jokes <input type="checkbox"/> Encouragement <input type="checkbox"/> Praise	<input type="checkbox"/> Name-calling <input type="checkbox"/> Discussing sexual encounters or in any way involving minors in the personal problems or issues of staff and volunteers <input type="checkbox"/> Secrets <input type="checkbox"/> Cursing <input type="checkbox"/> Derogatory, discriminatory, or sexual jokes <input type="checkbox"/> Shaming <input type="checkbox"/> Belittling <input type="checkbox"/> Derogatory remarks <u>about the minor or the minor's family.</u> Harsh language that may frighten, threaten, or humiliate minors <input type="checkbox"/> Derogatory remarks about the minor or the minor's family

4. ONE-ON-ONE INTERACTIONS WITH MINORS

In those situations where one-on-one interactions are approved, adults should observe the following additional guidelines to manage the risk of abuse or false allegations of abuse:

Additional Guidelines for One-on-One Interactions

- When meeting one-on-one with a child, always do so in a public place where and in full view of others.
- Avoid physical affection that can be misinterpreted. Limit affection to pats on the shoulder, high-fives, and handshakes.
- If meeting in a room or office, leave the door open or move to an area that can be easily observed by others passing by.
- Inform other adults that you are alone with a child and ask them to randomly drop in.
- Document and immediately report any unusual incidents, including disclosures of abuse or maltreatment, behavior problems and how they were handled, injuries, or any interactions that might be misinterpreted.
- Restroom/Changing Room Guidelines:
 - Staff will make sure the restroom is not occupied by suspicious or unknown

- individuals before allowing children to use the facilities.
- Staff will stand in the open doorway of the restroom while children are using the restroom. This allows for audio supervision of children, privacy for children and protection for staff (not placing them in the position of being alone with a child).
- In case a younger child needs assistance, doors to the facility must remain open and a second staff is asked to be present.
- No child, regardless of age, should ever enter a bathroom alone. Children must always be sent in threes (known as the rule of three) with a staff member.

5. GIFT GIVING

Adults should only give gifts to groups of minors and only under the following circumstances:

1. Administration must be made aware of and approve the gift.
2. Parents must be notified.

6. MANDATED REPORTERS

Staff members of [Associated Students Inc., California State University, Fullerton](#) ~~Associated Students, CSUF, Inc.~~, are required to abide by the State of California's child abuse ~~policy~~ ~~its~~ policies. ASI employees fall within the law's definition of "child-care custodians" and are therefore mandated by California State Law to report any suspected cases of child abuse or neglect directly to the appropriate authorities for investigation. Employees must sign a statement confirming that they have been informed of their responsibility. Employees should not hesitate to report to their supervisor any suspicion of child abuse or neglect. Employees should know that their identity will be protected as ASI cannot by law require employees to disclose their identity to anyone.

7. NON-FRATERNIZATION BETWEEN STAFF AND MINORS

Staff members of [Associated Students Inc., California State University, Fullerton](#) ~~Associated Students, CSUF, Inc.~~ may not spend time alone with minors met in ASI programs, including but not limited to babysitting, sleepovers, and inviting minors to their homes. The only exception to this prohibition is an established prior relationship between the employee and the minor's parents. In addition, staff may not transport minors in their private vehicles.

8. SOCIAL MEDIA AND MINORS

Staff and volunteers of [Associated Students Inc., California State University, Fullerton](#) ~~Associated Students, CSUF, Inc.~~ are encouraged to have private social media accounts so that minors do not have access to private information. In addition, staff and volunteers are encouraged to keep online communication with minors at a minimum and communication must always be in an indirect capacity (e.g. group messaging, event invitations, etc.). Staff and volunteers are prohibited from directly messaging minors. Staff and volunteers are prohibited from posting photos or comments that are, or could be perceived as, harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, humiliating, sexually-oriented, or inappropriate.

DATE APPROVED: 03/07/2017

REVIEWED: XX/XX/2024